



CENTERVILLE ELEMENTARY SCHOOL School Directory Request for Ads

Dear Parents, Families and Friends of Centerville:

Welcome to the Centerville School 2011-2012 school year! We are excited to be putting together a new and improved student directory and we need your help. The student directory provides a listing of students by grade and class and includes all pertinent contact information for them.

This year, we would like to expand the directory to include business listings from *our local school community!* We envision a directory that helps to connect our families with each other, to heighten awareness of the goods and services that Centerville families provide, and to highlight businesses within the surrounding community that Centerville families have the unique ability to support.

We would love to have your business featured in the 2011-2012 Centerville School Directory!

These directories are provided free of charge to every family that has a child attending Centerville Elementary School and this year we have almost 400 students! Your ad will reach potential clients for your business right here in our community and it will help to support the Centerville PTO.

The directory will be printed on 8 ½ X 11 inch paper in black and white. Directory advertising space will be sold as follows:

Business Card Ad (1/8 page)	\$25.00
¼ Page Ad	\$40.00
½ Page Ad	\$75.00
Full Page Ad	\$100.00

Please fill out the form on the back of this sheet and return it with a check made payable to CENTERVILLE PTO. Please note on the memo line "Directory". **To be included in the Centerville 2011-2012 Student Directory, we must have your ad payment and copy-ready artwork by September 16, 2011.**

For further information please feel free to contact Suzanne Ewer at 921-2844 or Suzanne.ewer@gmail.com.

Thank you for supporting our Centerville Elementary School! We hope your ad will bring much success and that the directory is frequently at your fingertips, helping to support each other in our community!

Sincerely,

The Centerville Elementary School Student Directory Committee



CENTERVILLE ELEMENTARY SCHOOL
School Directory Ad Form

Business Name: _____

Contact Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: () _____ **Email:** _____

- | | | |
|-----------------|---------|-------------------------------|
| Ad Size: | € \$100 | Full Page |
| | € \$75 | 1/2 Page |
| | € \$40 | 1/4 Page |
| | € \$25 | Business Card 1/8 Page |

Copy Ready Art and Payment Due by September 16, 2011

Please make checks payable to: Centerville PTO and include memo "Directory"

Special instructions (if any): _____

For further information or questions, please contact Suzanne Ewer at (978)921-2844 or Suzanne.ewer@gmail.com. You may email your copy-ready ad to the email above or send it into school. Please include DIRECTORY on envelope. Graphics must be in either JPEG/TIFF format and text must be either TXT/DOC format in order to be used by the Centerville School Directory.

CENTERVILLE SCHOOL STUDENT DIRECTORY FORM

School Directory Information

Dear Parents,

Please fill in the information below for inclusion in the 2010-2011 School Directory, a copy of which will be provided to each family. **One form should be submitted for each child you have in school.** Having e-mail addresses has greatly improved the quality and ease of communication. E-mail addresses are to be used for school-related communications only. (Note: this list is often used for class parties and planning of other events so even if you do not want your pertinent information such as address or phone number included, please still return the form with your student(s)' name ONLY so that they can be included in the directory.

Please **return** this form by **September 10th** (send it in with your child) so that we may get the directory typed, copied and distributed as soon as possible.

Child'S First Name _____

Child's Last Name _____

Child's Grade _____ Teacher _____

Name of Parent(s)/Guardian(s) _____

Child's Address _____

Phone _____ Email _____

Signature: _____

PLEASE COMPLETE ONE FORM PER CHILD!